

## ENGINEERING CHANGE NOTICE

Date: 02.10.03			ECN #: 483		
Project No.: D350-567	Created By: KJ	Checked By: #			
Project Name: VERT. FLOOR WINDOW KIT	Approved By: (proj. manager) #	Approved By: (management if req'd) N/A			
Description of Change: RECEIVE DGAC 84-SI1103 & 168-SI1104 FOR D350-567					
Notification/Acceptance	Affected	Authorization			
QA	✓	DS PER REQUEST FROM MKTG			
Production	✓				
Planning	✓				
Marketing	✓				
Engineering Actions	Yes	No	Responsible	To happen by:	Complete
Update Blue File	✓		KJ	02.10.03	02.10.03 KJ
Update Pink File	✓		KJ	02.10.03	02.10.03 KJ
Update D-Part Master Binder		✓			
Update Grey Project Binder	✓		DS	02.10.04	02.10.04 #
Update DEO Binder		✓			
Update Master Document List		✓			
Update Drawing Approval Record		✓			
Update Change Record Form		✓			
Move Electronic File		✓			
Notify TCA of Change		✓			
Notify FAA of Change		✓			
Update QSI 021	✓		DS	02.10.04	N/A # 02.10.04
Update QSI 036		✓			
Scan Documents	✓		KJ	02.10.03	02.10.03 KJ
Update MIS Database		✓			
Update Access Database	✓		KJ	02.10.04	02.10.04 KJ
Verification ARC	✓		LB/DS	02.10.04	02.10.04 #
Notes:					
<p>- MKTG TO SEND COPIES OF THESE APPROVALS TO CUSTOMERS WHO ARE WAITING.</p> <p>- ALL FUTURE KITS WILL INCLUDE THESE APPROVALS. ENGR DOES NOT SEE A NEED TO UPDATE STOCK UNLESS REQUESTED BY MKTG.</p>					